



The Garage  
HZ Innovation  
Studio

**COIL** CONNECT  
FOR VIRTUAL EXCHANGE

# Guide for Implementing COIL Connect

June, 2023



# Contents

1

## WHAT IS COIL CONNECT?

HOW DOES IT HELP WITH  
INTERNATIONALIZATION?

HOW TO IMPLEMENT COIL  
CONNECT?

2

## GETTING STARTED :

DESIGN PROJECT

FIND PARTNER UNIVERSITY

COLLABORATION TOOLS

MENTORS

LEARNING ASSESMENT

3

## STUDENT PARTICIPATION (AMBASSADOR)

WORKING WITH  
INTERNATIONAL OFFICE

WORKSHOPS

FUNDS

CONTACTS

IMPLEMENTATION PLAN

# About COIL Connect

COIL connect, also known as Virtual Exchange, is an online learning platform in a shared international learning environment which helps to encourage the growth of intercultural skills. In regards to geographical locations, students can come together and share their knowledge under supervision of capable instructors who are responsible for creating joint-learning conditions.

## How does it help promote internationalization?

- Low-cost inter-cultural course impact
- Help the students with limited resources who cannot afford to study abroad

## How to implement COIL Connect?

- Regulate your curriculum
- Get resources
- Find partners and start a settlement



## Design Project



Creating course content is the first step towards implementing COIL at an institution.

It is recommended to have international collaborations in the projects to help students with cross cultural interactions in their academic field. It is recommended to have ice-breaker activities (such as showing one artifact that is important in your culture, completing a kahoot) to have students get to know each other.

How is it going to help The Garage to make students engaged in their project?

- By matching the project with students goals and interest.
- By recognizing students' preferences and academic areas.
- By accommodating the abilities and interests of incoming students.

## Find Partner University



Finding a partner to co-teach is the second step that must be taken. It is important to find an institution where you can align your goals with projects. When choosing the partners, it's crucial to consider whether the two institutions have the same dedication to the growth of the course. It is recommended to The Garage to find institutions where they already have connections or colleagues through their academic institutions or discipline groups. It can be done in seminars where the organization attend with other institutions.

How is this process going to help The Garage to find a suitable Partner?

- By seeing the importance of international collaboration and cross-cultural dialogue.
- By helping to negotiate better ways for projects and finding mutual benefits.
- By requiring The Garage to have a detailed review of a potential partnership and creating good contracts.



## Collaboration Tools



While negotiating with the partner institutions, it is important to keep in mind how and which collaboration tools you are going to use. Appropriate tools will help the students to focus more on their course and on the collaborative part of COIL. Being at ease with the instruments of choice is the most crucial aspect. It is recommended to use the platform which has already developed tools at The Garage, such as Ms-Teams, Outlook for the course content and let students decide themselves how they want to communicate.

How is this process going to help The Garage to have efficient communication ?

- By letting the students to have freedom of choice.
- By helping the students to have more engagement.



## Mentors



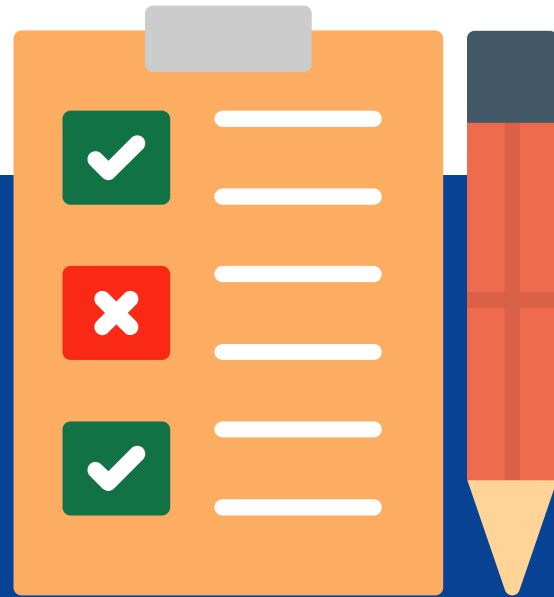
It is important to deploy a good instructor to run the project on COIL. It's easier to find an instructor who might be interested in virtual collaboration with students. It's crucial to see if they are good at giving feedback, guiding students, and solving issues that may arise easily through online platforms. It is recommended to find a mentor keeping in mind all these factors and provide them with COIL training /workshops beforehand.

How is this process important to The Garage?

- Addressing the need for mentoring and assisting the students will create a better learning experience.
- Instructors will have an opportunity to finesse their skills through training which helps the overall performance of the projects.



## Performance evaluation



It is important to create a structure through which the instructors will be able to evaluate the students' general progress. There should be awareness of different methods used by partner universities while assessing students. To do so, there should be instructions to students from both sides to make them more clear about the difference. It is recommended to have an evaluation form including goal tracking, expected outcome of the project, final progress and reflection on it. This evaluation form can be given to the student at the beginning of the project, mid-term and towards the ending.

### Why is this important to The Garage?

- It will allow the organization to evaluate the learning outcome of students.
- It will help to improve the course content as well through student's reflection.
- It will help to take better COIL initiatives.





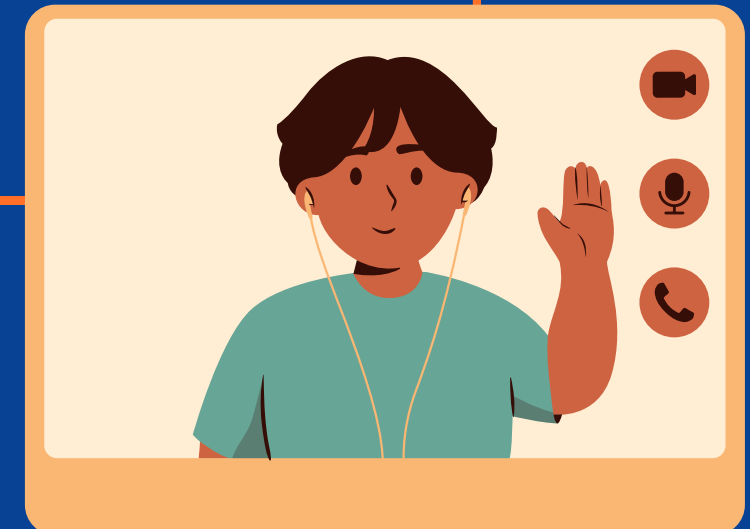
## Student participation (Ambassador)



It is important to prepare students beforehand when they join the COIL course. If the institution is just starting to implement the project, it is better to provide as much information about the COIL and whole process to make the project more attractive to them. Having a student ambassador will help The Garage to achieve their admissions and enrollment goals. It is recommended to do so to improve contact with prospective incoming students, having Q&As with students, helping students with their whole process.

Why is this important to The Garage?

- It will help to promote the projects/COIL courses at a student fair.
- It will help to create more trust within students and the organization.
- It will help the students to improve their leadership skills, which, in overall, will improve The Garage's performance.



## Working with International office



It is important for The Garage to improve relations with the International Office to gain more assistance for international collaboration and to have better COIL initiatives. The benefits are similar to that of having a student ambassador, but the International Office can provide help in bigger aspects. They have already established relations with many universities across the world. If collaborated together in a better way, The Garage could already have many options for cross-cultural exchange. It is also recommended to The Garage to improve their guide which they provide to the international office. It would be useful if the manual contain a simpler/ visual explanation of the organization and provide simple information on student deliveries and evaluation.

### Why is this important to The Garage?

- It will help The Garage to have essential assistance and resources for COIL activities.
- It will help to create a broader network.

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- Astrid ( [astrid.umbgrove@hz.nl](mailto:astrid.umbgrove@hz.nl) )



## Workshops



There are workshops provided by SUNY COIL which last about three weeks. They have been part of COIL since 2004, when COIL centre was founded by a professor at SUNY. They provide all kinds of workshops for the institutions who are joining the COIL Connect.

The workshops include :

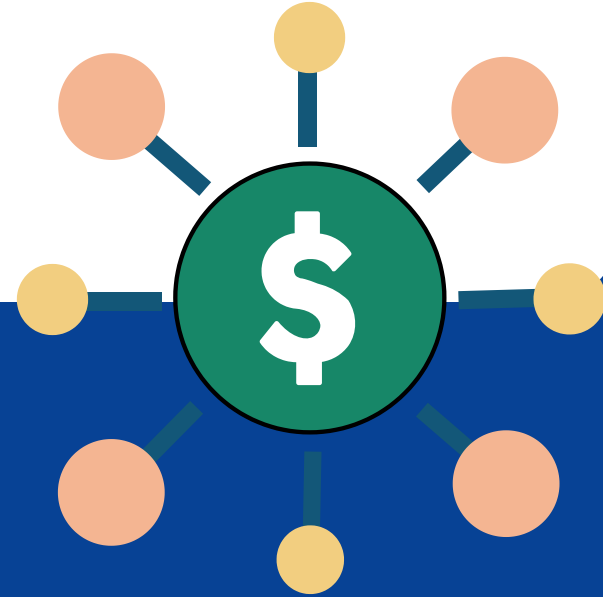
- COIL foundation
- COIL element
- COIL design
- COIL coordinator workshop
- Administrator workshop

People who are joining the workshop are required to pay fees. There is a discount fee for SUNY COIL members and non for non-members. One workshop fee costs about \$250 for a seat and \$350 for non-members. Whereas the package deal for 6 seats is \$1200 for members and \$1750 for non-members.

It could be a useful workshop for faculty staff who will be involved in this project since SUNY has been leading the COIL centre for 15 years.

<sup>1</sup> Source- <https://coil.suny.edu/professional-development/>

## Funding the project



- The Dutch Ministry of Education established the **Virtual International Cooperation Projects** subsidies to provide institutions of applied sciences the chance to give Dutch students the chance to go outside of the country. Within six months following the acceptance decision, the university must begin designing and constructing the virtual international collaboration project. It must be finished within 18 months. For 2023, a grant of €3,300,000 is available. An application for a €1,650,000 subsidy is open for the first round of 2023 submissions. **A set sum of €15,000 will be given to the institution for each application.** The application period runs from September 1 through September 30. The application procedure takes 13 days, and the money is transferred in one go to the institution's board of directors' responsible authority.

## Potential Contact Information on partnership For the Garage



- Gretel Karina Werner Rodríguez ( gretel.werner@udem.edu.mx), COIL Instructor, Universidad de Monterrey
- Reinout Klamer (h.r.klamer@hhs.nl ) , COIL Coordinator, The Hague University of Applied Sciences (THUAS)

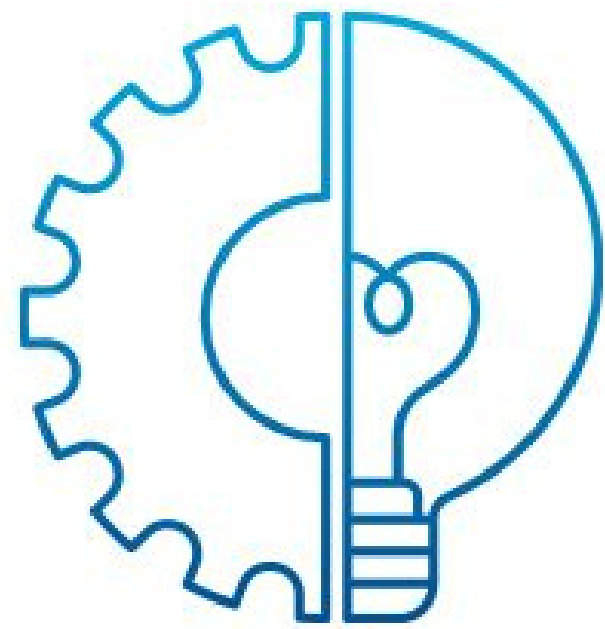
<sup>2</sup>Source- <https://www.dus-i.nl/subsidies/virtuele-internationale-samenwerkingsprojecten>



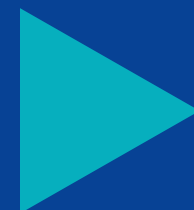
## Implementation Plan



- It is better for the organization to implement the plan in the upcoming academic years since this entails applying for funding and managing the time of supervisors within the organization for creating course content.
- Implementation of having a student ambassador has been looked upon by another fellow student for further research. This will be easy to implement since it doesn't require additional resources.
- Applying for the funding will be looked upon in the upcoming academic years. This will be easy for The Garage, since they do not have to put time and resources on this, since there is already a department at the HZ University of Applied who will be able to help them with this process.



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**THANK YOU!!**



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